

COMMISSIONERS APPROVAL

ROKOSCH

GRANDSTAFF

THOMPSON

CHILCOTT

DRISCOLL

PLETTENBERG (Clerk & Recorder)

Date.....October 24, 2007

Members Present.....Commissioner Carlotta Grandstaff,  
Commissioner Alan Thompson, Commissioner Greg Chilcott and Commissioner  
Kathleen Driscoll

Minutes: Beth Perkins

The Board met for a Request for Commission Action regarding cash in lieu determination for Summerdale Orchards Block 1, Lot 5A Subdivision. Present were Planner John Lavey and PCI Representative Chris Taggart.

Commissioner Grandstaff called the meeting to order asking John for some background on this particular request. John stated the offer is \$13,652.51 for cash in lieu of park land dedication noting the Planning Staff had no issues or problem with the request.

**Commissioner Chilcott made a motion to accept the offer of \$13,652.51 cash in lieu of park land dedication for Summerdale Orchards Block 1, Lot 5A Subdivision. Commissioner Thompson seconded the motion, all voted 'aye'.**

Minutes: Glenda Wiles

The Board met for various administrative matters as follows:

- The Board met to discuss amending Resolution No. 1244 which sets the membership of the Airport Advisory Board to either follow the five Commission Districts and two At Large or all At Large members with one alternate. It was noted the Commissioners have had a hard time filling the northern districts for this board as they have been open and empty for the last few years. After discussion the Board concurred an At Large Board with one alternate would be a better fit for this particular board. **Commissioner Thompson made a motion to change the makeup from the composition of the five Commissioner Districts**

**to an At Large Membership and one alternate with the same terms and conditions of the original resolution. Commissioner Chilcott seconded the motion and all voted “aye”. See Resolution No. 2192.**

- **Commissioner Chilcott made a motion to have the Vice Chair sign the amendment to Task Order # 08-07-5-11-006-0 for family planning. Commissioner Thompson seconded the motion and all voted “aye”.**
- **The Board reviewed a Letter of Understanding with the F.A.A. for the maintenance of the Automated Weather System. Glenda noted both the Airport Manager and Airport Chairman along with Civil Counsel reviewed this letter suggesting the Commissioners sign the Letter of Understanding. One error was noted in the letter and was sent back to the F.A.A. for correction. Commissioner Chilcott made a motion to have the Vice Chair sign this letter of understanding when it is returned by the F.A.A. with the needed correction. Commissioner Driscoll seconded the motion and all voted “aye”.**

In other business the Board met with Internal Auditor Klarryse Murphy, Planner Vanessa Perry and Deputy County Attorney Karen Mahar in regard to signing the letter of engagement with Dorsey and Whitney for Bond Counsel on the General Obligation Bonds for the Open Lands Program. Karen stated both she and County Attorney George Corn reviewed this letter of engagement. Karen stated her only concern was the amount of monies being charged for each subsequent issue (land purchase) when the main work is done on the first purchase. However, George Corn had noted to Karen, the county will need to pay for these expert services as it takes an attorney with bond counsel specialties to handle the bond sale. Karen also stated this letter shows an ‘estimate of services/fees’ and when each invoice is submitted, the Attorney’s hours will be logged and charged accordingly. Karen also stated Attorney Mae Nan Ellingson is the lead attorney and is very thorough. She suggested there be some dialogue between the Commissioners and Mae Nan in order to gain a better understanding of the time and work that will be required.

Klarryse brought up a concern of the Intercap loan monies that are to go before the Montana Board of Investment Committee on November 5<sup>th</sup>, and the Commissioners public hearing on the Open Lands procedure and materials. She suggested she visit with the State first before this letter of engagement is signed. Karen will visit with Mae Nan obtaining an edited letter of engagement requesting the hourly breakdown. This discussion and decision will be placed back on the agenda at a later date.

In other business, Internal Auditor Klarryse Murphy and Accounting Supervisor Jana Exner met with the Board to review the First Quarter 2008 Budget.

Minutes: Beth Perkins

The Board met with 9-1-1 Director Joanna Hamilton, GIS Director Ken Miller, GIS Staff Mike Snook, Office of Emergency Services (OES) Director Ron Nicholas, OES Staff Erik Hoover, Clerk & Recorder Regina Plettenberg and Planner Shaun Morrell for a discussion of GeoCast ENS unmatched report.

Joanna gave a summary of the GeoCast ENS unmatched report. She stated the report consists of unnamed roads, and residents who have not converted their addresses from rural roads and other instances.

Ken discussed certain examples such as JD Drive. He gave an example map to the Board. Discussion followed regarding changing addresses for emergency response.

**Civil Counsel Alex Beal stated he would contact Missoula County to see how they addressed this issue. He then suggested drafting a letter to the residents notifying them of the addressing issue. The Board concurred with Alex.**

Commissioner Chilcott suggested giving Alex a week to draft a letter before they met again to review this issue.

Shaun requested response times from Joanna to implement the GIS Land Suitability Analysis. Joanna replied she would get the information for Shaun.

In other business the Board met for a Request for Commission Action to decide on contracts for the GIS Land Suitability Analysis. Planners Renee Lemon and Shaun Morrell were present.

Renee stated the county is working on a GIS analysis for land use suitability. This analysis will be utilized to determine the proper land for development. Renee added Geum Consulting will be helping to create the frame work to assist in making those decisions.

Commissioner Driscoll asked about transportation information. Renee replied it would be implemented into the Public Health and Safety (one of six components used).

Commissioner Grandstaff requested clarification of the request for action. Renee replied it is to modify the existing contract with DTM Consulting in order to cover two of the six components for the land suitability analysis and to have Geum Consulting cover the remaining four components.

**Commissioner Chilcott made a motion to sign and accept the revised Agreement for GIS Services between Ravalli County and DTM Consulting, Inc., and the revised Agreement for Services between Ravalli County and Geum Environmental Consulting, Inc. Commissioner Driscoll seconded the motion, all voted 'aye'.**

Minutes: Glenda Wiles

The Board met with Administrative Director Skip Rosenthal for the following administrative issues:

- Employee Action Forms (salary changes due to budget changes for FY2008)
- Salary Adjustment for Clerical employee at Road Department from a Grade 7 to a Grade 9. The Board denied this request stating any grade adjustment must show a change in the job description.
- Johnson Controls Energy Contract with a 20-year amortization schedule. Discussion included utilizing Internal Auditor Klarryse Murphy in reviewing the loan amount, type of loan and loan rates. Skip stated Johnson Controls is completing the measurements; they will then present the baseline and efficiency and both he and Klarryse will begin to look into the financing aspect of this project.
- WIC contract for Peer Counseling and Breast Feeding for FY 2008 in the amount of \$5,795.00. **Commissioner Thompson made a motion to approve and sign this contract. Commissioner Driscoll seconded the motion and all voted "aye".**
- Safe Kids/Safe Communities Grant for FY 2008 in the amount of \$30,000. Issues of discussion included the Project Lead Director being Skip Rosenthal and changing the Project Lead Director to Glenda Wiles. The Coordinator, Ivy Stirling would remain the same. **Commissioner Thompson made a motion to enter into this Safe Kids/Safe Communities Grant and changing the Project Lead Director over to Glenda Wiles. Commissioner Driscoll seconded the motion and all voted "aye".**
- Salary Adjustment for Clerical employee at Commissioners Office from a Grade 8 to 9 with a change in job description on January 1, 2008.